

Office of Water Contract Activity

Information Technology and Data Reporting Requirements

The following text is a starting point for language for contracts and direct field activities related to data reporting and information technology product development/enhancement. More detailed information is available in appendices 1 through 4.

1) For development/enhancement of information technology products¹ [More detailed information available in Appendix 1]:

Contractor shall adhere to EPA technical specifications. This will ensure that information technology products can be integrated with the Agency information architecture. Agency technical specifications are listed in the Information Technology Architecture Road Map (ITARM) [<http://basin.rtpnc.epa.gov/ntsd/ITARoadMap.nsf>]. The Agency IRM Policy Manual 2100 Series (2100-2199) of the Agency's Directive System contains the majority of the Agency's IRM policies, standards and procedures [<http://www.epa.gov/irmpoli8/polman>].

EPA Office of Water information technology products are described in the EPA Environmental Information Management System [http://www.epa.gov/eims/p_ow.html]. A thorough search of existing information technology products will ensure development/enhancement of information technology products does not duplicate existing information technology products. If duplication is determined, contractor should consult with EPA project officer to ensure that existing information technology products are optimally utilized in conjunction with information resource being developed/enhanced by the contractor.

2) For development/enhancement of information technology products AND for data exchanges with EPA information technology products [More detailed version available in Appendix 2]:

Contractor shall adhere to Trading Partner Agreement (TPA) Data Exchange Templates (DETs) and data standards detailed in the EPA Environmental Data Registry (EDR) [<http://www.epa.gov/edr>]. EPA, in cooperation with the Environmental Data Standards Council, has adopted several data standards that include information likely to be generated and exchanged between EPA and partners. These data standards are mandatory within the Agency and voluntary for states, although they represent the most current level of information content for those areas standardized. Further information on data standards is in the EDR.

3) For exchange with EPA of all water-related data developed for environmental program support [More detailed version available in Appendix 3]:

¹ Information technology products include systems, databases, and models/web applications that utilize information in EPA or other systems and databases.

For data related to water programs that is required to meet the EPA Latitude/Longitude Standard², contractor shall also index this data to the National Hydrography Dataset (NHD). NHD indexing will allow integration of data from multiple programs as it is related to specific bodies of water of interest. Exceptions include groundwater data and data that is related to points greater than two miles from the United States coastline. The WATERS website has NHD indexing formats, tools, and training information [<http://www.epa.gov/waters/tools/index.html>].

4) For contract and direct field activity in which ambient water quality, chemical, physical, biological, sediment, tissue or ecological monitoring data is collected [More detailed version available in Appendix 4]:

Contractor shall submit any water program monitoring data into STORET or submit the monitoring data to EPA in the Advisory Council for Water Information (ACWI) Core Monitoring Data Element Standard (or Data Exchange Template). Information on STORET is at <http://www.epa.gov/storet> and information on the standard is at <http://www.epa.gov/edr>.

² The Latitude/Longitude Standard, as specified in the Environmental Data Registry [<http://www.epa.gov/edr>], applies to all Environmental Protection Agency (EPA) organizations and personnel of agents (including contractors and grantees) of EPA who design, develop, compile, operate or maintain EPA information collections developed for environmental program support.